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Approved For Release 2003/04/23 : CIA-RDP90-00509R000100030019-4
The Director of Central Intelligence

Washington, D.C. 20505

12 June 78

Intelligence Community Staff

DCI/IC-78-2839

MEMORANDUM FOR: Chief, Compensation Division,
Office of Finance

FROM: Deputy to the DCI for Resource Management

THROUGH: Chief, Contract Personnel Division
Office of Personnel

SUBJECT: Memorandum of Oral Understanding with Independent
Contractor [REDACTED]

STATINTL

1. This document will serve as a memorandum in lieu of contract when approved by the Special Contracting Officer, Office of Personnel.

STATINTL

2. [REDACTED] is intended to be a member of an ad-hoc working group which will examine issues and opportunities for improvement in open source collection (OSCOL). To that end a request for DCI approval for use of [REDACTED] as a consultant is in process; a copy of the documentation is attached hereto. The OSCOL working group is scheduled to hold its first meeting on 20 June, and will meet once a week, or once every two weeks, thereafter. It seems likely that 4-8 meetings, each of half-day duration could take place before the DCI acts on our request to employ [REDACTED] as a consultant. In between meetings individual working group members will spend varying amounts of time in the Community Headquarters Building or elsewhere on OSCOL working group business. By its very nature open source collection is unclassified, although some sensitivity attends Community processes and procedures. [REDACTED] has current security clearances through TOP SECRET, which will be more than adequate for OSCOL working group activities. Mr. [REDACTED]

STATINTL

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This payment will be charged to [REDACTED]

STATINTL

[REDACTED]

STATINTL

Attachments:
As stated

APPROVAL: _____
Special Contracting Officer/OP

DATE: _____

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SUBJECT: Memorandum of Oral Understanding with Independent Contractor [REDACTED]

DCI/IC-78-2839

DCI/IC/OPEI/HRD/[REDACTED] (7 June 1978)

Distribution:

Orig. - Addressee

1 - Chief, Contract Personnel Division

1 - D/DCI/RM

1 - ICS Personnel

1 - [REDACTED]

1 - [REDACTED]

DCI/IC-78-2833

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence

FROM: Deputy to the DCI for Resource Management

SUBJECT: Request to Engage [] as a Consultant

REFERENCE: []

STATINTL

1. Action Requested: In this memorandum the Director is asked to approve the use of [] as a consultant to Chairman, Human Resources Committee. A recommendation supporting approval is contained in paragraph 4.

STATINTL

2. Background: The Human Resources Committee is forming an ad-hoc working group (attached) of persons especially knowledgeable about acquisition, processing, distribution and/or exploitation of open source reporting. The working group will examine issues and opportunities for improvement in the field of open source collection, and develop specific recommendations for consideration by Chairman, Human Resources Committee, and by Deputy to the DCI for Collection Tasking.

[] is an acknowledged authority in the field of information handling, and has a special talent for working with people. FBIS contracted him to orchestrate this year's multi-agency seminar on the uses of computers in translation work, held on 11 and 12 May. He is not an annuitant of any Government office, and is not associated with an educational institution. As an independent contractor, with no turf of his own to guard, he is intended for a central role when the working group addresses issues relating to exploitation of open source reporting.

The frequency and duration of each member's work contribution to the collective effort will vary from day to day as the issues change. Much initiative is expected from [] in the task of finding ways to make the Community's collective effort more effective and resource efficient. However, a limit is set on the daily rate and duration of compensation. It is expected that the working group will complete its mission by the end of September.

STATINTL

3. Staff Position: The need for [] combination of experience, skills and freedom of independent action can not be met by using on-board personnel. His proposed utilization has been coordinated with CIA's [] and he already has an active clearance through TOP SECRET from the Office of Security. STATINTL

4. Recommendation: It is recommended that approval be granted to engage [] as a consultant at a daily fee of [] for the duration of the working group, but not to exceed 130 consecutive calendar days. STATINTL

[]
Deputy to the DCI for Resource Management STATINTL

Attachment
As stated

COMMENTS:

a.

Director of Personnel Date

b. Subject is cleared for Conflicts of Interest.

Office of General Counsel Date

APPROVED: _____
Director of Central Intelligence

DISAPPROVED: _____
Director of Central Intelligence

Date

ADMINISTRATIVE INTERNAL USE ONLY

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SUBJECT: Request to Engage [REDACTED] as a Consultant

STATINTL

DCI/IC-78-2833

STATINTL

DCI/IC/OPEI/HRD [REDACTED] (17 May 1978)

Distribution:

1-DCI

1-DDCI

1-Director of Personnel

1-Office of General Counsel

STATINTL

[REDACTED]

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ADMINISTRATIVE INTERNAL USE ONLY

OSCOL WORKING GROUP

STATINTL

- [redacted] (CTS and HRC Secretariat) - Coordination of, and staff support to, working group activities; preparation of working group reporting to Chairman, HRC

STATINTL

- [redacted]
- Dr. William Dodge - Director, Federal Research Division, Library of Congress

STATINTL

- [redacted] - Chief, Requirements and Evaluation Staff, NFAC

STATINTL

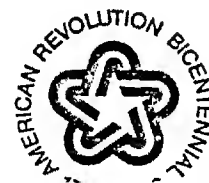
- [redacted] - AF/FTD; Director of DoD CIRC System

STATINTL

INFORMATION FOR PROSPECTIVE
CONSULTANTS

1. The National Security Act (50 USC 403), which created the Central Intelligence Agency as of 18 September 1947, places upon the Agency the responsibility:

- a. "to advise the National Security Council in matters concerning such intelligence activities of the Government departments and agencies as related to the national security;
- b. "to make recommendations to the National Security Council for the coordination of such intelligence activities of the departments and agencies of the Government as relate to the national security;
- c. "to correlate and evaluate intelligence relating to the national security, and provide for the appropriate dissemination of such intelligence within the Government.....;
- d. "to perform, for the benefit of the existing intelligence agencies, such additional services of common concern as the National Security Council determines can be more efficiently accomplished centrally;
- e. "to perform such other functions and duties related to intelligence affecting the national security as the National Security Council may from time to time direct."



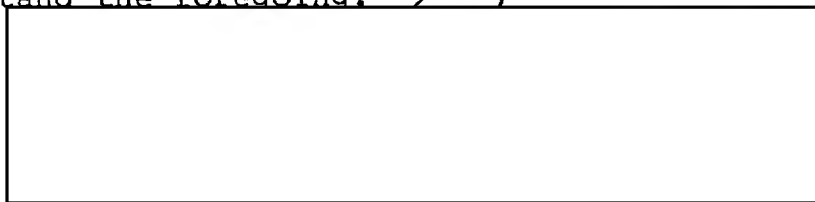
2. The special character of this national responsibility requires the Central Intelligence Agency to judge carefully the suitability of each person selected for consultant status with the Agency. To assist in this determination, an extensive investigation, which may include a polygraph interview, is conducted with regard to the loyalty, background, and character of prospective consultants under consideration by the Agency. The Central Intelligence Agency's standards require strict interpretation of these and other relevant factors. This comprehensive review may result in a determination that an individual is not to be utilized as a consultant. Frequently, such determination would not be the result of any single event or element in the individual's personal background or qualifications, but would reflect the composite results of the several evaluations involved. In the event there is any doubt as to whether any background information may be disqualifying, the individual is at liberty to describe the matter in writing, place it in an envelope bearing only his or her name and marked "CONFIDENTIAL DISCLOSURE" and forward it with the Personal History Statement. Determinations by the Agency are conclusive and final and no statement of specific reasons for a negative determination is made to the individual.

3. The Privacy Act of 1974, Public Law 93-579, requires that Federal agencies inform individuals when they are asked to provide their Social Security Account Number (SSN) of the authority for the solicitation and the uses that will be made of the SSN. Disclosure by you of your SSN is mandatory for the Personal History Statement. Solicitation of the SSN is authorized under the provisions of Executive Order 9397, dated 22 November 1943. The SSN is used as an identifier throughout your association with the Federal Government. The use of the number is necessary because of the large number of present and former Federal employees and applicants who have identical names and birth dates, and whose identities can only be distinguished by the SSN. The information gathered through the use of the SSN will be used only as necessary in personnel administration processes carried out in accordance with established regulations and for financial reporting to the Internal Revenue Service as required by Public Law 87-397.

4. You should complete one copy of the following forms: Personal History Statement (Form 444), Authorization to Release Information (Form 3297), Statement of Employment and Financial Interests (Form 2553), and the certification pertaining to Conflicts of Interests. The attachments: Conflicts of Interest; Executive Order 11222; and P.L. 87-839, 208 are for your retention.

STATINTL

I have read and understand the foregoing.



May 22, 1978
Date

I certify that I have read and understand the attachment
entitled Conflicts of Interest.

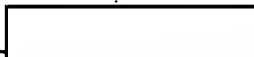
STATINTL



Name (print or type)

May 22, 1978

Date



Social Security Number

STATINTL

AUTHORIZATION TO RELEASE INFORMATION

TO WHOM IT MAY CONCERN:

This signed release, or a certified true copy of it, will authorize you to release to the bearer, whose credentials will identify him as a duly authorized representative of the U.S. Government, any information in your files pertaining to my educational record, employment record, police record, or credit record. This authorization is given to you to support my application for employment with the United States Government. Should there be any question as to the validity of this release, you may contact me as indicated below. This authorization will expire one year from the date of signature.

STATINTL

May 22, 1978

(DATE)

(TYPED OR PRINTED NAME)

STATINTL

STATINTL

(ADDRESS)

(TELEPHONE NUMBER)

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